

Millcreek Township Fire and Emergency Medical Services Commission

Minutes of January 20, 2022 Regular Meeting in Township Municipal Building

Meeting Called To Order by Randy Lachowski at 6:05 pm

Present: Dan Ouelett, John Marsden, Mark Shaw, Matthew Parker, Kirk McCaslin, Guy Santone, Randy Lachowski, Brian Salvatore, Bill Martin, Jeff Skonieczki, Jeremy Moreland, Shalan Anderson, Jim Rosenbaum.

Pledge of Allegiance was recited by all present.

Roll Call was taken by commission members.

Reading and Approval of Minutes from October 21, 2021 Regular Meeting: Motion made by Matthew Parker, seconded by Bill Martin; Approved by all present. So moved to adopt the minutes of the October 21, 2021 Regular Meeting.

Nomination of Officers – 2022

- a.) **Chairman:** Motion by Bill Martin to nominate Jim Rosenbaum. Seconded by Matthew Parker. Approved by all present. Motion carried. Jim Rosenbaum, Chairman for 2022.
- b.) **Vice-Chairman:** Motion by John Marsden to nominate Randy Lachowski. Seconded by Matthew Parker. Approved by all present. Motion carried. Randy Lachowski, Vice-Chairman for 2022.
- c.) **Secretary:** Motion by Matthew Parker to nominate John Marsden, Seconded by Bill Martin. Approved by all present. Motion carried. John Marsden, Secretary for 2022.

Meeting Agenda and Discussion under the authority of Nominated Chairman Jim Rosenbaum.

Task Force Update. Randy Lachowski reported the Task Force was looking to fill one open position. The Task Force is looking for a replacement from the community. In addition, due to a two year absence of Task Force meetings (COVID-19), initial assumptions, costs and projected tasks have changed. Mr. Lachowski identified the need to revalidate all initial findings/recommendations. Gary Seib to work with Melanne Page from the Township for costing information at all the departments.

Reports.

- a.) **Operations Sub-Committee.** Matthew Parker suggested the Operations Sub-Committee report be covered under Old Business.
- b.) **Finance Sub-Committee.** Randy Lachowski reported the Finance Sub-Committee needed to validate the sub-committee members. Mr. Lachowski reported that the finance sub-committee's two major initiatives were capital budgeting requests and the loan fund. The loan fund (presently 250k) has had no applicants.

Old Business.

- a.) **Fire Chiefs update on singular records management system.** Jim Rosenbaum reported that some Emergency Reporting processes are occurring however, several software glitches were

also experienced with the RMS. Mr. Rosenbaum identified the glitches as normal occurrences and that he was working with Emergency Reporting on resolution. Presently, two departments, Kearsarge and Belle Valley had uploaded the necessary software. Mr. Rosenbaum identified mid-February as the start date to “flip the switch”. Matthew Parker shared that he was working with all departments on the administrative side for a seamless transition to Emergency Reporting. It was suggested that all departments participate in training sessions to help with the transition. Shalan Anderson expressed comfort with her interaction of the RMS.

- b.) Township update on vehicle maintenance agreement.** Matthew Parker shared that the other chiefs had some concerns about The Township’s vehicle maintenance agreement signed by West Ridge on 12/14/21. Mr. Parker shared that some of the services covered in The Township’s agreement were already included in third party service agreements executed by each department. The Township’s agreement would in effect require each department to double pay for those services. Mr. Parker asked about the willingness of The Township to consider an agency agreement incorporating its services for all departments. Attorney Shaw requested additional information to study the matter.
- c.) West Lake VFD update on IRT Program.** Jim Rosenbaum reported that West Lake and West Ridge were experiencing significant personnel problems with their IRT programs. The pool of available candidates has dried up. Competitive pay alone does not guarantee finding enough candidates. Mr. Rosenbaum shared that the result was inadequate staffing for most departments. In an attempt to address this matter, West Ridge was studying the feasibility of hiring full time staff to compliment it’s IRT and volunteer efforts. West Ridge is studying the employment of 6 full time firefighters that would be available to other departments if needed.

New Business.

- 1.) Daytime Staffing issues.** Daytime staffing continues to be a challenge. Majority of matter covered under Old Business item # c.
- 2.) Returning to Pre-COVID responses.** Discussion about returning to ALS Priority One status. Some departments want to return to Pre-COVID call levels while other departments do not have adequate staffing levels to do so. A department level vote was conducted. Departments were evenly split, 2 in favor and 2 opposed. Issue referred to the fire commission to resolve the matter. All commission members voted. 4 votes not to return, 2 votes abstained and 2 votes to return to Pre-COVID levels. The no votes were the majority.

Public Comment: No public comments.

Comments from Members: Mr. Marsden expressed hope that the findings and recommendations of the Task Force continue to be honored as the way forward. Mr. Rosenbaum agreed. Attorney Shaw shared that The Township remitted \$154,000 of COVID reserves to Millcreek Paramedics. Kirk McCaslin suggested more frequent meeting of FEMSC or more work done at the sub-committee level to accelerate progress. It was agreed by consensus to focus the work at the sub-committee level. Mr. Rosenbaum agreed.

Announcements: Next Regular Meeting (1Q22): April 21, 2022 @ 6:00pm in the Township Municipal Building.

Adjournment: 8:28 p.m.